GUIDE
MODERN

QUALITY MANAGEMENT THAT WORKS

Guide Modern is a quality management system that helps employees and managers to work systematically, to high quality standards, throughout every part of the business. It is easy to use, whoever you are, whatever tools you work with and whether you are using a computer, tablet or mobile.

Guide makes it possible to draw processes graphically in MS Visio and then publish them directly on a page in a dedicated quality management system or as an integrated part of the intranet. Each process page describes a process as a whole with its related documents and other information, such as process owner and date of last update. The process map is interactive and allows each individual activity in the map to be described specifically and related to documents corresponding with the activity. Your efforts on continuous improvement according to ISO9001 become completely natural through built-in functions for ownership, deviation, improvement and event reporting, and audit work. With all information stored in SharePoint Online, everything becomes searchable from Office365 and SharePoint.

Guide Modern is a fully integrated part of SharePoint Online Modern and can be combined with our solutions for intranet and digital workplace!

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"IT SHOULD BE EASY TO
GET IT RIGHT"

FEATURES

Guide Modern has a base layer that can be combined with a variety of web parts. This approach makes it easy to customize the solution to match your needs.

BASE LAYER

- Custom colour theme
- Responsive design
- Global navigation
- Quick search

PROCESS PAGES

- Process description
- Page templates
- Required reading
- Risk assessment
- Save for later

PROCESS VISUALIZING

- Interactive process charts
- Activity information
- Sub-processes
- Related documents
- Process owners

DOCUMENT MANAGEMENT

- Auto tagging of meta data
- Document owner
- Version history
- Association with process or activity
- Save for later
- Required reading

GOVERNANCE AND CONTINUOUS IMPROVEMENT

- Life cycle management
- Deviation, improvement and event reporting
- Revision management

EDITORIAL AND ADMINISTRATION
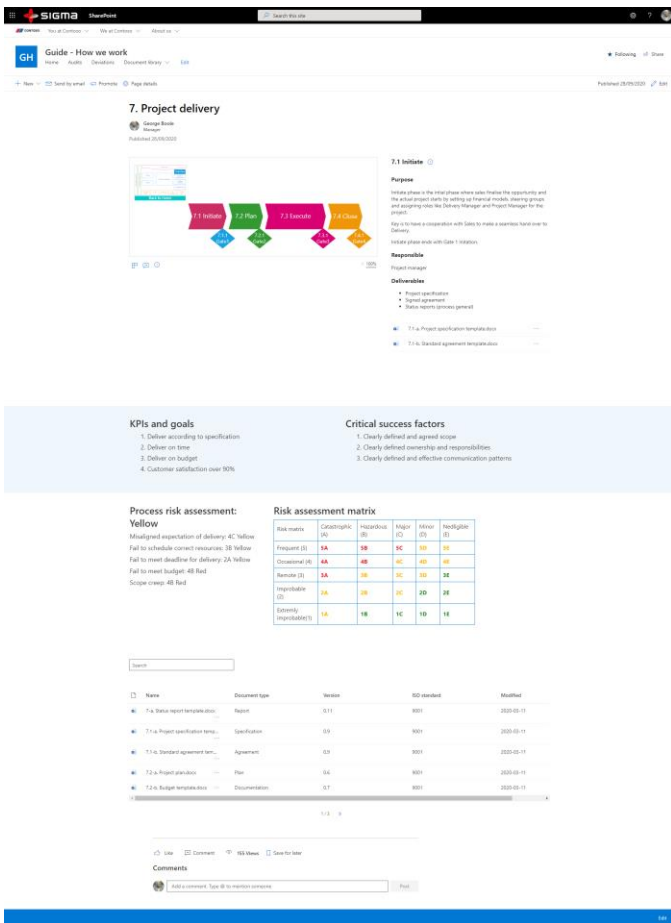
- Version history
- Automated workflows
- Statistics from Azure Application Insight

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BUILT IN SHAREPOINT MODERN AND OFFICE 365

Guide Modern is built into the latest version of SharePoint Online, often referred to as SharePoint Modern.

SharePoint Modern itself comes with a really good user experience and many great features are available as standard. This is what we call a good foundation to build on. On top of SharePoint we add our Guide functions, which have created great value for many customers in different industries through several generations of Guide.

With Guide Modern, you get a modern quality management system that is naturally integrated with the rest of Office 365 and all the tools it offers.

CONTINUOUS DEVELOPMENT

Guide Modern is constantly being developed by Nexers product team and new updates are released each month. As a Guide customer, however, you can always choose when you want to perform an update. In this way, updates can be aligned with other processes and communications happening in your organisation.

All of our development follows Microsoft's guidelines for how new functionality interacts with SharePoint and Office 365. This means that we can guarantee that the features we develop will not affect the underlying platform and that everything will continue to work as usual after an upgrade.

WANT TO KNOW MORE ABOUT GUIDE MODERN?

Contact us: www.sigmait.se/en/worklife/lets_talk

Nexer Worklife is part of the Nexergroup family. We are experts in digital workplaces based on Office 365. Through digital revolution, we create a better digital working life based on modern technology - always with the user in focus.

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